



***Proposal for Additional Services to Supplement the BASE Report –  
La Paz/Mohave Regional Partnership Council  
Needs & Assets Report 2014***

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The Vendor hereby offers the following additional Regional Partnership Council Funded Tasks, which shall be performed in accordance with all requirements of RFP ADSPO10-00000005, each of which shall remain in full force and effect without change. In the event of a conflict between the provisions of these additional Regional Partnership Council Funded Tasks and the requirements of RFP ADSPO10-00000005, the requirements of said RFP shall govern.

The La Paz/Mohave Regional Council is seeking three areas of additional work:

1. A phone-based census of regulated and unregulated child care providers (centers and homes) listed with Child Care Resource & Referral, Head Start, and public school-based preschools in the region to assess how many children ages birth to five are currently served in early learning programs in the region, by age and type of program. This will assist the RPC in determining the demand and capacity for early learning programs for children birth through five in the region.
2. Key informant phone interviews that will supplement the BASE report by allowing the La Paz/Mohave Regional Partnership Council to further explore early childhood system priorities from the perspective of various system partners. Four (4) stakeholder groups that are a high priority within the region would be addressed by this work:
  - K-12 Educators (including Superintendents, Principals, and Kindergarten Teachers)
  - Child Care Providers Serving Children Ages Birth Through Five (including Head Start and private/public providers)
  - Health Care Providers (including oral health, mental health, specialists/therapists, and vision)
  - Local State Agency and Non-Profit Providers (DES, CPS, AZEIP, DDD, ADE, DHS, County Health Departments)
3. An online survey of health care providers to supplement interviews with this stakeholder group, in recognition of the challenges of committing health care providers to phone interviews.



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Attachment 02

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June 9, 2011

## Tasks

### Phone-based census of childcare and preschool programs

#### *Primary Data Collection*

The vendor will secure contact information for a comprehensive list of licensed or certified childcare providers (centers and homes), including unregulated homes listed with CCR&R (Registered Family Child Care Homes), and school-based preschools in the region (estimated to be approximately 95). The vendor will develop and implement a very brief survey focused on capacity and enrollment, with select questions adapted from the National Survey of Early Care and Education, adapted to be specific to the 0-5 population (per the FTF document *Guidance for Regional Needs and Assets Additional Work*). This will not duplicate the AZ Child Care Market Rate Survey, and this phone survey will not be conducted while that survey is in the field, so that it will not interfere with the collection of Market Rate Survey data. The vendor will train FTF Regional staff in use of the instrument and in the data collection tool, and will coordinate with them on data collection protocol and quality control. FTF staff will implement the survey; the vendor will then compile and analyze the data. The vendor will use the survey data and secondary data to produce an executive summary/brief on the current enrollment and capacity of early learning programs in the region for children ages birth through five.

### Key informant phone interviews

Interview guides will be developed to address the following topics of interest to the La Paz/Mohave Regional Partnership Council.

1. Are we prepared in the region to implement universal Pre-K (if/when that moves forward at a national level)?
2. What is needed so that kids will come to kindergarten healthy and ready to succeed?
3. What barriers keep children from accessing early learning/health services?
4. What is the impact of lack of/inadequate health insurance?
5. What is the impact of lack of/inadequate transportation?
6. How can access to health services be improved (including insurance, vaccination, mental health, oral and vision)?
7. How can access to early learning programs be improved?
8. What opportunities are there to partner with other entities (such as the Mohave County Board of Supervisors) to attract new services to the area and/or better leverage existing resources?
9. What opportunities are there to improve system coordination and collaboration?



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The purpose of these key informant interviews is to create four (4) stand-alone briefs specific to each sub-group (K-12 educators child care providers, health care providers, and local agency providers) with analysis of both the qualitative data collected from the interviews and available BASE report secondary data sources to identify system gaps, opportunities and priorities for system coordination and collaboration.

### **Online survey of health care providers**

An on-line survey will be developed that will also address the topics outlined above, tailored to health care providers. Responses to this survey will supplement information from the interviews in producing the stand-alone brief for health care providers.

### *Primary Data Collection*

The vendor will seek representation across the two counties in the region, including the Fort Mojave Indian Tribe, and will strive to include key informants from communities in those counties, including: (note: school districts will be used for sampling for K-12 educators)

### **Mohave County**

1. Bullhead
2. Kingman
3. Lake Havasu
4. Topock
5. Littlefield/Beaver Dam
6. Colorado City
7. Fort Mojave Indian Tribe

### **La Paz County**

1. Parker
2. Wenden/Salome
3. Quartzsite
4. Ehrenberg
5. Bouse



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### Key informant phone interviews

The vendor will coordinate with the Regional Director and outreach staff to identify **30** appropriate key informants for interviews in each of three of the key stakeholder groups (e.g., K-12 educators, child care providers, and state agency and non-profit service providers), as well as **15** health care providers, for a total of **105** phone interviews. Rural areas will be oversampled for interviews (proportional to population) because of the sparsity of other information in these areas (i.e., the lack of availability of secondary data). Interview guides will be developed to be specific to each sub-group, where appropriate.

### Internet-based survey of health service providers

In order to provide greater representation of health care providers than the relatively limited number of interviews would be able to supply, the vendor will supplement the phone interviews with the health care providers with an internet-based survey specifically for health providers (including oral health, mental health and specialists such as occupational therapists and physical therapists.) These surveys will mirror the key informant interviews in that they will ask about parallel topics, but will necessarily be more close-ended. The vendor will review the FTF Family and Community survey items for appropriate topic areas; where possible, we will adapt items to mirror those asked of parents, but to be more appropriate to these stakeholders. The sampling plan will again oversample from more rural areas, rather than being proportional to population. The sampling plan is likely to be fairly complex to assure that the region is well covered, and that there is representation from the different types of “agents” within some of the agencies the RPC are interested in]. The vendor will work with the RPC to develop a plan that is feasible within the resources available, while providing sufficient coverage for informational purposes. We cannot provide a concrete numerical estimate at this point.

### ***Budget***

The total budget for these tasks is NOT TO EXCEED **\$42,000**.



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### **Activities**

#### **Phone-based census of childcare and preschool programs**

- Secure a comprehensive list of licensed childcare providers, unregulated homes and school-based preschools in the region
- Develop phone-based survey and data collection tool
- Train interviewer
- Compile and analyze data
- Incorporate into base report, along with available secondary data
- Produce stand-alone brief report

*Estimated phone-based census of providers costs: 55 hours x \$85 per hour= \$4,675*

#### **Key informant phone interviews**

- Develop sampling plan
- Coordinate with La Paz/Mohave Regional Director and Outreach staff to identify appropriate key informants
- Develop interview guide
- Train interviewers
- Conduct 105 interviews
- Analyze data
- Integrate (with survey data and secondary data) into four stand-alone reports

*Estimated key informant interview costs: 379 hours x \$85 per hour= \$32,215*



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**Internet-based survey of health care providers**

- Develop sampling plan
- Coordinate with La Paz/Mohave Regional Director and Outreach staff to identify appropriate participants
- Develop survey
- Program survey
- Deploy and manage survey and follow-up with non-responders
- Compile and analyze data
- Integrate (with interviews and secondary data) into for stand-alone reports

*Estimated internet-based survey costs: 60 hours x \$85 per hour= \$5,100*



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***Timeline and Payment Cycle for Additional Work***

Task	July-Aug 2013	Sept-Oct 2013	Nov-Dec 2013	Jan-Feb 2014	Mar-Apr 2014	May-June 2014	July-Aug 2014
Develop sampling plan							
Develop phone surveys, internet surveys and key informant interview guides							
Materials reviewed by RPC and Regional director							
Conduct interviews, field surveys							
Develop draft reports							
Regional Director reviews draft reports							
Present report drafts to Regional Partnership Council for review and comments							
Revise and deliver final reports							



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### Payment cycle

- Sampling plan. Submitted by August 10, 2013 for processing by the end of August 2013  
**\$ 935**
- Monthly report including community key informants list. Submitted by September 10, 2013 for processing by the end of September 2013  
**\$1,700**
- Draft phone surveys, key informant interviews, internet surveys. Submitted by October 10, 2013 for processing by the end of October 2013  
**\$1,700**
- Monthly report, including progress on interviews and surveys . Submitted by January 10, 2014 for processing by the end of January 2014  
**\$9,935**
- Draft reports for four sub-groups and childcare census. Submitted by April 10, 2014 for processing by the end of April 2012  
**\$18,805**
- Final stand-alone reports, draft integrated report. Submitted by August 10, 2014 for processing by the end of August 2014  
**\$8,925**